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Executive Registry

76-2642

23 JUN 1976

MEMORANDUM FOR: Executive Secretary  
Deputy Director for Administration  
Deputy Director for Intelligence  
Deputy Director for Operations  
Deputy Director for Science and Technology

SUBJECT : Property Requisitioning Authority

1. The status of allotments through 28 May 1976 shows that several of the components in each of the directorates have over-encumbered their property requisitioning authority by amounts ranging from a low of \$ [ ] to a high in excess of [ ]. I can find no explanation for this situation other than inattentiveness to the requirements for monitoring the system closely. Had it not been discovered, the Agency could very easily have ended the year with an overobligated appropriation.

2. It is requested that you remind responsible officers in your directorate that Property Requisitioning Authority equates to money, and the responsibility for insuring that sufficient authority exists for each requisition must be taken equally as seriously as the certification of the availability of funds.

3. A list of the components in your directorate, which were shown as over-encumbered on the Status of Allotments Report for 28 May 1976, is attached for your information.

[ ]  
John D. Iams  
Comptroller

Attachment:  
As Stated

(EXECUTIVE REGISTRY FILE)

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